

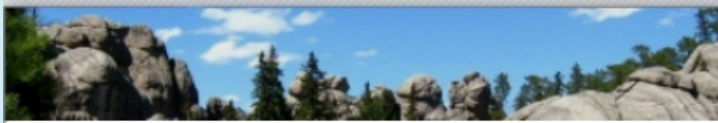
Child & Adult Nutrition Services



SD Dept. of Ed

Child Nutrition Systems *i*CAN & *i*MATCH

Cheriee Watterson, Assistant Program Director
Rob Ingalls, Program Specialist



Returning Users: Log On

User ID:

Password:

Log On

Links

- [Department of Education](#)
- [Child and Adult Nutrition Services \(CANS\)](#)



The iCAN program is for child nutrition and food distribution programs in South Dakota. If you have questions regarding iCAN, please send an email to DOE.iCANhelp@state.sd.us.

The current Nutrition Bulletin from Child & Adult Nutrition Services is posted at
<http://www.doe.sd.gov/cans/nbulletin/index.aspx>.

Non-discrimination Statement available
<http://www.doe.sd.gov/cans/index.aspx>

- If you have problems with this site, contact 605-773-3413, to be directed to the correct consultant.
- *South Dakota is an equal opportunity provider and employer.*

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iCAN Log In Screen

<https://ican.sd.gov/ICAN/Splash.aspx>



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Programs



iCAN Program Tiles





Welcome to the application and claims for National School Lunch, Breakfast, and Special Milk Programs.

The September Nutrition Bulletin has been posted to <http://www.doe.sd.gov/cans/> under Documents/Nutrition Bulletin.

Starting July 1, all sponsors will claim meals by site. Previously, on the paper claims and in iCAN most sponsors claimed by sponsor level where meals at all sites were consolidated before reporting on the monthly claim for reimbursement. In site based claiming, all meals will be reported by site. Those sites must be reported and approved in your Sponsor Application packet. You can read more about site-based approval in the iCAN section at <http://www.doe.sd.gov/cans/nslp.aspx> or in the August Bulletin <http://www.doe.sd.gov/cans/nbulletin/2015/Aug/>.

The August claim must be filed separately from September because edit checks in iCAN look at the number of operating days in a month. If you are operating less than 10 days in August you may submit your August and Sept. claims together in October.

The SNP application is open and most are in approval process. All applications must be approved by CANS before your first claim can be entered into the iCAN system.

SNP Application questions?

Please review the **revised manual** for the iCAN School Nutrition Program (SNP) application process is posted on the CANS NSLP website: <http://www.doe.sd.gov/cans/nslp.aspx> under the heading iCAN.

You can click on "help" in the upper right corner of iCAN to find the instruction manual.

Please call 605-773-3413 or email DOE.iCANHelp@state.sd.us and ask for iCAN SNP assistance.

iCAN SNP Message Board




School Nutrition Programs



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School Year: 2015 - 2016

Item	Description
Application Packet	Applications Forms (Sponsor and Site)
Verification Report	Mandatory Annual Verification Report
Verification Summary	Mandatory Annual Verification Report Summary
FFVP Application Packet	Fresh Fruit and Vegetable Program Application Forms (SFA and Site)
Site Enrollment	Site Enrollment and Eligibility by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
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School Year: 2015 - 2016

Download Forms

View:

<input type="checkbox"/>	Form ID	Description	Last Modified	New Sponsor?
<input type="checkbox"/>	SSO (10)			
<input type="checkbox"/>	SNP (15)			
	Income Eligibility Guidelines	Income Eligibility Guidelines	05/07/2015	N
	Parent Packets and Applications	Parent Packets and Applications	05/07/2015	Y
	Notification Letters	Notification Letters	05/07/2015	Y
	Prototype RCCI Roster	Prototype RCCI Roster	05/07/2015	N
	Verification & OnSite Monitoring	Verification & OnSite Monitoring	05/07/2015	Y
	PLE & Elig Effective Dates	PLE & Elig Effective Dates	05/07/2015	Y
	Milk & Meal Counts & Collection	Milk & Meal Counts & Collection	05/07/2015	Y
	On-Site Monitoring Memo #52.1	On-Site Monitoring Memo #52.1 Afterschool Snack	05/07/2015	Y
	Public Release	Public Release	05/07/2015	Y
	Breakfast Production Record	Prototype Breakfast Production Record	05/07/2015	Y
	Lunch Production Record	Prototype Lunch Production Record	05/07/2015	Y
	Audit Requirements	Audit Requirements	05/08/2015	Y
	Financial Statements	Financial Statements	05/08/2015	Y
	Meal Attestation Statement	Meal Attestation Statement	05/07/2015	Y
	PLE Tool	PLE Tool	05/07/2015	N

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Item	Description
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Verification Report	Mandatory Annual Verification Report
Verification Summary	Mandatory Annual Verification Report Summary
FFVP Application Packet	Fresh Fruit and Vegetable Program Application Forms (SFA and Site)
Site Enrollment	Site Enrollment and Eligibility by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
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Select School Year

7777777 Status: Active
Cherree's Academy
800 Governors Drive
Pierre, SD 57501

Currently, there are 3 School Year(s) available. Select the year you wish to access.

School Year	Date Range	Application Packet
2015 - 2016	07/01/2015 - 06/30/2016	Application Packet on File
 2014 - 2015	07/01/2014 - 06/30/2015	Not Started
2013 - 2014	07/01/2013 - 06/30/2014	Not Started

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School Year: 2015 - 2016

2015 - 2016 Application Packet

7777777 Status: Active
Cherree's Academy
800 Governors Drive
Pierre, SD 57501

Packet Submitted Date: 09/21/2015
Packet Approved Date: 09/21/2015
Packet Original Approval Date: 09/21/2015
Packet Status: Approved

Action	Form Name	Latest Version	Status
View Revise	✓ Sponsor Application	Rev. 1	Approved
Details	✓ Meal Pattern Compliance Dashboard		Approved
Details	✓ Checklist Summary (6)		
View	Application Packet Notes for Sponsor		
Details	Attachment List		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	3	0	0	0	0	0	3
Seamless Summer Option	0	0	0	0	0	0	0

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School Year: 2015 - 2016

2015 - 2016 Application Packet

7777777 Status: Active
Cherree's Academy
800 Governors Drive
Pierre, SD 57501

Packet Submitted Date: 09/21/2015
Packet Approved Date: 09/21/2015
Packet Original Approval Date: 09/21/2015
Packet Status: Approved

Action	Form Name	Latest Version	Status
View Reverse	✓ Sponsor Application	Rev. 1	Approved
Details	✓ Meal Pattern Compliance Dashboard		Approved
Details	✓ Checklist Summary (6)		
View	Application Packet Notes for Sponsor		
Details	Attachment List		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	3	0	0	0	0	0	3
Seamless Summer Option	0	0	0	0	0	0	0

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Sponsor Application Packet



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2015 - 2016 SNP Sponsor Application

7777777 Status: Active

Cherree's Academy

800 Governors Drive
Pierre, SD 57501

Version: Rev. 1

Sponsor Type

1. Type of Agency: Educational Institution

School Year Dates of Operation

2. Operational Dates: Start Date: 08/17/2015 End Date: 05/09/2016

Authorized Representative

	Salutation	First Name	Last Name
3. Name:	Ms.	Cherree	Watterson
4. Email Address:	cherree.watterson@state.sd.us		
5. Phone:	(605) 773-3413	Ext:	Fax: (605) 773-6846
6. Cell/Alt Phone:	(605) 773-3413		
7. Title:	Superintendent		
8. New Contact?	<input checked="" type="checkbox"/>		

Street Address

9. Address Line 1: 800 Governors Drive
Address Line 2:
10. City: Pierre
11. State: SD Zip: 57501
12. County: Hughes (32)

Sp



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School Year: 2015 - 2016

2015 - 2016 Application Packet

7777777 Status: Active
Cherilee's Academy
800 Governors Drive
Pierre, SD 57501

Packet Submitted Date: 09/21/2015
Packet Approved Date: 09/21/2015
Packet Original Approval Date: 09/21/2015
Packet Status: Approved

Action	Form Name	Latest Version	Status
View Revise	✓ Sponsor Application	Rev. 1	Approved
Details	✓ Meal Pattern Compliance Dashboard		Approved
Details	✓ Checklist Summary (6)		
View	Application Packet Notes for Sponsor		
Details	Attachment List		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	3	0	0	0	0	0	3
Seamless Summer Option	0	0	0	0	0	0	0

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SNP Checklist Items



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School Year: 2015 - 2016

SNP Checklist Summary

7777777 Status: Active
Cheriee's Academy
800 Governors Drive
Pierre, SD 57501

Sponsor	Total Items	Submitted Items	Approved Items
Cheriee's Academy	6	6	6
School Nutrition Programs Sites	Total Items	Submitted Items	Approved Items
Cheriee Curb	0	0	0
Cheriee's Cubby	0	0	0
Cheriee's Shack	0	0	0

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SNP Checklist Items



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School Year: 2015 - 2016

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SNP Checklist

7777777 Status: Active
Cheriee's Academy
 800 Governors Drive
 Pierre, SD 57501

Required Forms/Documents to send to CANS	Document Submitted to CANS	Date Submitted to CANS	Document on File w/ CANS	Status	Status Date	Last Updated By
Meal & Milk Counting & Billing	<input checked="" type="checkbox"/>	09/21/2015	<input checked="" type="checkbox"/>	Approved	09/21/2015	cherieewatterson
Verification & On-Site Monitor	<input checked="" type="checkbox"/>	06/03/2015	<input checked="" type="checkbox"/>	Approved	09/21/2015	cherieewatterson
Notification Letters	<input checked="" type="checkbox"/>	09/21/2015	<input checked="" type="checkbox"/>	Approved	09/21/2015	cherieewatterson
PLE & Elig Effective Dates	<input checked="" type="checkbox"/>	06/08/2015	<input checked="" type="checkbox"/>	Approved	06/08/2015	cherieewatterson
Parent Packet	<input checked="" type="checkbox"/>	09/21/2015	<input checked="" type="checkbox"/>	Approved	09/21/2015	cherieewatterson
Production Records	<input checked="" type="checkbox"/>	06/08/2015	<input checked="" type="checkbox"/>	Approved	06/08/2015	cherieewatterson

Action	Checklist Item	Comment	Attachment Date/Time
View Modify	Meal & Milk Counting & Billing		9/21/2015 11:41:59 AM
View Modify	Verification & On-Site Monitor		9/21/2015 11:42:13 AM
View Modify	Notification Letters	I made a mistake on the first upload. This is the corrected upload. 9-21-2015 CW	9/21/2015 11:43:03 AM
View Modify	Notification Letters		9/21/2015 11:42:27 AM
View Modify	PLE & Elig Effective Dates		9/21/2015 11:43:46 AM
View Modify	Parent Packet		9/21/2015 11:43:58 AM
View Modify	Production Records	Breakfast PR	9/21/2015 11:44:25 AM
View Modify	Production Records	Lunch PR	9/21/2015 11:44:13 AM



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School Year: 2015 - 2016

2015 - 2016 Application Packet

7777777 Status: Active
Cherree's Academy
800 Governors Drive
Pierre, SD 57501

Packet Submitted Date: 09/21/2015
Packet Approved Date: 09/21/2015
Packet Original Approval Date: 09/21/2015
Packet Status: Approved

Action	Form Name	Latest Version	Status
View Revise	✓ Sponsor Application	Rev. 1	Approved
Details	✓ Meal Pattern Compliance Dashboard		Approved
Details	✓ Checklist Summary (6)		
View	Application Packet Notes for Sponsor		
Details	Attachment List		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	3	0	0	0	0	0	3
Seamless Summer Option	0	0	0	0	0	0	0

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School Year: 2015 - 2016

2015 - 2016 Application Packet - SNP Site List

7777777 Status: Active
Cheriee's Academy
800 Governors Drive
Pierre, SD 57501

Action	Site ID / Site Name	NSLP	SBP	AS	SMP	FFVP	Version/ Status	% Enroll Free/Redc Oct 2014
		Totals	3	3	0	0	0	
View Revise ✓	0001 Cheriee Curb	X	X				Original / Approved	0.0000
View Revise ✓	0002 Cheriee's Cubby	X	X				Original / Approved	0.0000
View Revise ✓	0003 Cheriee's Shack	X	X				Original / Approved	0.0000
Add Site Application								

Total Sites Enrolled: 3

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SNP Site Applications



Code	Error Description
1109	Hearing Official Name/Title must be entered.
1001	The certification checkbox must be checked.

Code	Warning Description
1515	If the school nutrition program is managed by an FSMC, the Sponsor Contact for FSMC Contract is required.
1508	Active FSMC contract(s) found for current program year. Either change 'Will the school nutrition program be managed by a Food Service Management Company (FSMC)' to "Yes" or terminate/cancel any active FSMC contracts on the FSMC Contracts screen accessible from the Application Packet screen.

Errors (red): Must be corrected

Warnings (blue): Indicates something may need correction




School Nutrition Programs



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*i*CAN SNP
Claims



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Item	Description
Claim - SNP	School Nutrition Program Claims
Claim - SSO	Seamless Summer Option Claims
Claim - FFVP	Fresh Fruit and Vegetable Program Claims
Claim Rates	View current claim rates
Payment Summary	Summary of payments made to this Sponsor

SNP Claims



School Nutrition Programs



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School Year: 2015 - 2016

DELETE

2015 - 2016 SNP Claim Site List

7777777 Status: Active
Cherree's Academy
800 Governors Drive
Pierre, SD 57501

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Aug 2015	0				

Actions	Site #	Site Name	Errors	Status
Add	0001	Cherree Curb		
Add	0002	Cherree's Cubby		
Add	0003	Cherree's Shack		

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Continue

DELETE

SNP Claims: Site level



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2015 - 2016 SNP Site Claim Report

7777777 Status: Active
Cherree's Academy
800 Governors Drive
Pierre, SD 57501

0001 Status: Active
CHERIEE CURB
800 Governors Drive
Pierre, SD 57501

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Aug 2015	0				

School Nutrition Program General Information

G1. Number of Children Approved for Free Meals:	350
G2. Number of Children Approved for Reduced Price Meals:	32

National School Lunch Program

L1. Number of Enrolled Children:	557
L2. Number Operating Days:	6
L3. Reimbursable Lunches Served	
a. Free Lunches Served:	1,987
b. Reduced Price Lunches Served:	125
c. Paid Lunches Served:	958
d. Total Lunches Served (a + b + c):	3,070
L4. Lunches Non-reimbursable: (e.g. adults, senior citizens, child care, second lunches)	31

School Breakfast Program (Regular Reimbursement)

B1. Number of Enrolled Children:	557
B2. Number Operating Days:	6
B3. Reimbursable Breakfasts Served	
a. Free Breakfasts Served:	751
b. Reduced Price Breakfasts Served:	87
c. Paid Breakfasts Served:	356
d. Total Breakfasts Served (a + b + c):	1,194
B4. Breakfasts Non-reimbursable: (e.g. adults, senior citizens, child care, second breakfasts)	13

Site Claim



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DELETE

2015 - 2016 SNP Claim Site List

7777777 Status: Active
Cheriee's Academy
 800 Governors Drive
 Pierre, SD 57501

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Aug 2015	0				

Actions	Site #	Site Name	Errors	Status
View Modify	0001	Cheriee Curb		Validated
View Modify	0002	Cheriee's Cubby		Validated
View Modify	0003	Cheriee's Shack		Validated

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DELETE

- > Modify each site claim, when done
- > Continue
- > Certify
- > Submit for Payment



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School Year: 2015 - 2016

School Nutrition Programs Claim Month Details for August 2015

7777777 Status: Active

Cheriee's Academy

800 Governors Drive
Pierre, SD 57501

Month / Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Aug 2015	0	09/21/2015	09/21/2015		Original

Confirmation Number: **IG3KCQ**

Thank you for your **August 2015** Claim Submission.

An email confirmation has been sent to: Terry.Cook@CherieesAcademy.com

Finished

Claim Submission Confirmation




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School Year: 2015 - 2016

2015 - 2016 SNP Claim Year Summary

7777777 Status: Active
Cherree's Academy
800 Governors Drive
Pierre, SD 57501

Claim Month	Adj Number	Claim Status	Date Received	Date Processed	Earned Amount
Jul 2015					\$0.00
Aug 2015	0	Accepted	09/21/2015		\$18,878.00
Sep 2015					\$0.00
Oct 2015					\$0.00


Claim: Accepted Status



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Change Password

Please enter your new password, then re-enter your new password to verify it. Select Save to continue.

New Password:

Re-Enter New Password:

Save

Cancel


Security: Change Password



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Sponsor Manager	SNP Sponsor's Profile, Site and Hold Information
Application Packet	Applications Forms (Sponsor and Site)
Verification Report	Mandatory Annual Verification Report
Verification Summary	Mandatory Annual Verification Report Summary
Food Safety Inspections	Number of Food Safety Inspections by Site
Food Safety Inspections Summary	Number of Food Safety Inspections by Site Summary
Annual Audits	Annual Audits
Annual Audit Status Summary	Annual Single Audit Status Summary
FFVP Application Packet	Fresh Fruit and Vegetable Program Application Forms (SFA and Site)
Site Enrollment	Site Enrollment and Eligibility by Site
Community Eligibility Provision	Enrollment and Eligibility for Community Eligibility Provision
Download Forms	Forms Available for Downloading

Verification Report on iCAN!



Instructions for FDP iCAN Users: >>>

Business Manager

Program Manager

Billing Contact

iCAN Food Distribution Program (FDP)

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Programs



iCAN Program Tiles



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- » Agencies
- » Invoices

Food Distribution Program



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Program Year: 2015 - 2016

Item	Description
Orders	Submit and Track Commodity Orders
Invoices	View/Print FDP Invoices
Contract	Submit and Maintain Annual Commodity Contract Packet and view Contract Entitlement

FDP Invoices



Food Distribution Program



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Program Year: 2014 - 2015

Invoices

Agency: *Your School*
Agency Number: *Information Here*

Program Year:

2014 - 2015 ▼

Program:

NSLP ▼

Agency:

Your School Name Here

Agency Number:

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FDP Invoices



Food Distribution Program



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Program Year: 2014 - 2015

FDP Invoice Listing

Agency:

Agency Number: Your School Info Here

☒ Show All Invoices

☐ Show Outstanding Invoices Only

Any balance over 30 days may result in future distributions being out on hold

Invoices

Invoice Number	Invoice Date	Due Date	Invoice Type	Invoice Amount	Balance
15 001819	09/25/2014	10/25/2014	Orders - Warehouse	\$285.47	\$285.47
Totals:				\$285.47	\$285.47

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FDP Invoices



INVOICE

SD Dept. of Ed. - Child and Adult Nutrition
 Services
 Food Distribution Program
 (605) 773-4353

Invoice No.: 15 001819

Invoice Date: 9/25/2014

Division:
 Shipped Via: WAREHOUSE
 Batch No.: 1043

Vendor # 4900100

Bill To:

*Your School
 Information
 goes here*

Remit To:

SD Dept. of Ed. - Child and Adult Nutrition
 Services
 Child and Adult Nutrition Services
 800 Governors Drive
 Pierre, SD 57501-2294

Item Number	Commodity	Units	Total Weight	Unit Admin Fee	* Unit Processing Fee	Unit S & H Fees	Total
Order # 2856 Received Date 09/15/2014							
100101	Chicken, Diced Frozen	2					
110261	Beef Fine Ground LFT RAW	5					
100036	Cheese, American Skim Sliced	4					
300500	Pork Rib BBQ Patty	2					
100012	Cheese, Ched Rdu Fat Shred 6/5lbs	3					
100208	Applesauce Can 6/10#	10					
301006	Chicken Pattie Fritter FC CN WG	3					

This will come up in a pop up
 window, please enable pop ups in
 your internet browser for this
 page.

FDP Invoices



- » Further information can be found in the iCAN Food Distribution Manual **Chapter 8 – Invoices** at:
<http://doe.sd.gov/cans/fdp.aspx>

FDP Invoices



FDP History Reports



Chapter 10 - Reports

The screenshot shows a web application interface for the Food Distribution Program Reports. At the top, there is a navigation bar with tabs for 'Agencies', 'Reports' (which is circled in red), and 'Security'. To the right of these tabs are links for 'Programs', 'Year', 'Help', and 'Logout'. Below the navigation bar, a yellow banner displays 'Reports >' on the left and 'Program Year: 2012 - 2013' on the right. The main content area is titled 'Food Distribution Program Reports'. Below this title is a 'Report Filters' box containing a 'Report Group' dropdown menu set to 'ALL' and an 'Apply Filter' button. Underneath the filters is a section titled 'Report List' which is underlined. Below the 'Report List' title, the text 'Recipient Agency Reports' is displayed. A table follows with two columns: 'Item' and 'Description'. The table contains two rows: 'Entitlement Usage Report' and 'Value of Commodities Shipped' (which is circled in red). The 'Value of Commodities Shipped' row has a description: 'Generates a listing of the Value of Commodities Shipped by the State.'

Agencies **Reports** Security Programs Year Help Logout

Reports > Program Year: 2012 - 2013

Food Distribution Program Reports

Report Filters

Report Group: ALL ▼

Apply Filter

Report List

Recipient Agency Reports

Item	Description
Entitlement Usage Report	Entitlement Usage Report
Value of Commodities Shipped	Generates a listing of the Value of Commodities Shipped by the State.

Value of Commodities Shipped ➤

Agency Entitlement Usage Report Parameters

Program Year: 2012 - 2013 ▼

Program: NSLP ▼

Create Report

Cancel

Value of Commodities Shipped

Food Distribution Program



south dakota
DEPARTMENT OF EDUCATION
Learning. Leadership. Service.

Agencies | Reports | Security



Programs | Year | Help | Logon

Reports >

Program Year: 2015 - 2016

Agency Entitlement Usage Report

Program Year: 2015 - 2016

Program: NSLP

Date: 09/21/2015

Click [here](#) to generate an email to all Agencies displayed

Agencies

Agency	Entitlement	Used	Bonus	% Used	Entitlement Remaining	E-mail
	13,310.35	0.00	0.00	0.00	13,310.35	
	68,010.61	0.00	0.00	0.00	68,010.61	

Export to Excel

< Back

Export



Chapter 10 - Reports

Agencies **Reports** Security

Programs Year Help Logout

Reports > Program Year: 2012 - 2013

Food Distribution Program Reports

Report Filters
Report Group: ALL
Apply Filter

Report List

Recipient Agency Reports

Item	Description
Entitlement Usage Report	Entitlement Usage Report
Value of Commodities Shipped	Generates a listing of the Value of Commodities Shipped by the State.

Entitlement Usage Report





Value Of Commodities Shipped Parameters

Program Year: 2013 - 2014 ▼

Program: NSLP ▼

Agency: Your School-00001 ▼

Date Range (From): 07/01/2013 

Date Range (To): 6/30/14 

Display Details: ☒ Yes ☐ No

Entitlement Usage Report



nd | Next

Select a format

Export

Select a format: PDF
Click Export

Value Of Commodities Shipped

South Dakota Department of Education
Food Distribution Program

Program Year: 2013 - 2014

From 7/1/2013 To 6/30/2014

Program: NSLP

Agency: Your School-00001

Commodity Type	Item Number	Description	Pack Size	Units	Total Value
Bonus Commodities					
State Processed Foods					
	301000	WG Chicken Patty	150/3.26 oz	1	\$11.61
Total State Processed Foods				1	\$11.61
USDA Foods					
	110261	Beef Ground LFT	40#	2	\$191.20
Total USDA Foods				2	\$191.20
Total Bonus Commodities				3	\$202.81
Entitlement Commodities					
USDA Foods					
	100036	Cheese American SL	6/5#	1	\$150.00
	110231	Apricots 1/2 Can	6/10#	3	\$102.60
Total USDA Foods				4	\$252.60
Total Entitlement Commodities				4	\$252.60
Grand Total				7	\$455.41

5/6/2013

Page 1 of 1 Pages

Value Of Commodities Shipped

SD Dept. of Ed. - Child and Adult Nutrition Services
Food Distribution Program

Program Year: 2013 - 2014

Program: All Programs

Agency: All Agencies

Commodity Type	Item Number	Description	Pack Size	Units	Total Value
Bonus Commodities					
USDA Foods					
	100012	Chs, Reduced Fat Shr	6/5 pound bags	14	\$818.44
	100117	Chicken Fajita	30 LB	10	\$587.50
	100122	Tky Brst Smoked Deli	4 - 9/11 LB	18	\$1,496.34
Total USDA Foods				42	\$2,902.28
Total Bonus Commodities				42	\$2,902.28
Entitlement Commodities					
State Processed Foods					
	300310	EGGWG Bkfst Wrap chs	75/iw units	30	\$266.40
	300312	EGG-WG Cinn Glz Tst	110/2.9	25	\$273.20
	300400	Turkey Breast-Sliced	64 serv - 12/1#	10	\$110.70
	300403	Turkey Brst & ThgRst	4/8.5-11.5 lb	15	\$397.05
	300500	Pork Rib BBQ Patty	188/2.54	10	\$326.40
	300702	CHS-WG Chk Quesadill	Update	20	\$691.10
	300705	CHS-WG Mini Chk Taco	3/serv	10	\$58.70
	301000	Chicken Patty WG	150/3.26 oz	25	\$271.50
	301001	CHICKEN- CHUNKS WG	720 pieces/case	25	\$247.50
	301002	Chk Tenders WG Brd	450/1.13oz	109	\$1,221.05
	301006	Chicken Patty WG	150/3.49oz.	90	\$1,974.10
	301007	Chicken Chunk WG	750/.69oz/bag	95	\$2,153.05
Total State Processed Foods				464	\$7,990.75
USDA Foods					
	100021	Cheese, Mozz Shr	30 LB	6	\$307.80
	100036	Cheese American SL	6/5#	11	\$561.22
	100101	Chicken, Diced	4/10#	17	\$1,626.91
	100122	Tky Brst Smoked Deli	4 - 9/11 LB	4	\$332.52



- » Further information can be found in the iCAN Food Distribution Manual Chapter 10: Reports at:
<http://doe.sd.gov/cans/fdp.aspx>

FDP History Reports



Why use iMATCH?

- » Required to obtain direct certification student list
 - > iMATCH provides a list of students receiving benefits from SNAP and TANF
- » Cut down on paperwork, help save time



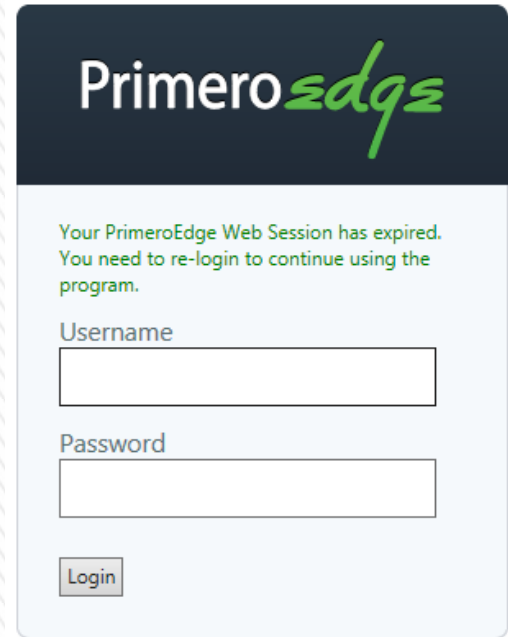
Why use iMATCH?

- » Federal requirement of 95% direct certification rate
- » Checking the system more often will help our State make progress toward meeting this requirement
- » REMEMBER: Students in same household as a directly certified SNAP, TANF, or FDPIR Student are also considered as directly certified



How do I find my direct certification list??

1. Log into iMATCH
2. Click Student Eligibility
3. Select DC Matching

A screenshot of the PrimeroEdge login interface. At the top, there is a dark blue header with the 'Primeroedge' logo in white and green. Below the header, a light blue box contains a message: 'Your PrimeroEdge Web Session has expired. You need to re-login to continue using the program.' Underneath this message are two input fields: 'Username' and 'Password'. At the bottom of the box is a 'Login' button.

Primeroedge

Your PrimeroEdge Web Session has expired.
You need to re-login to continue using the program.

Username

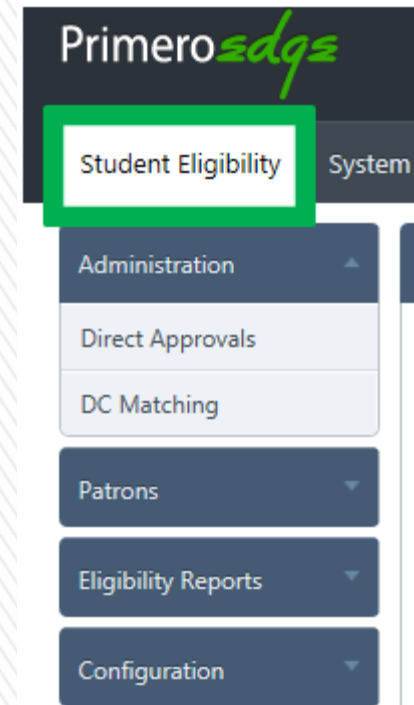
Password

Login



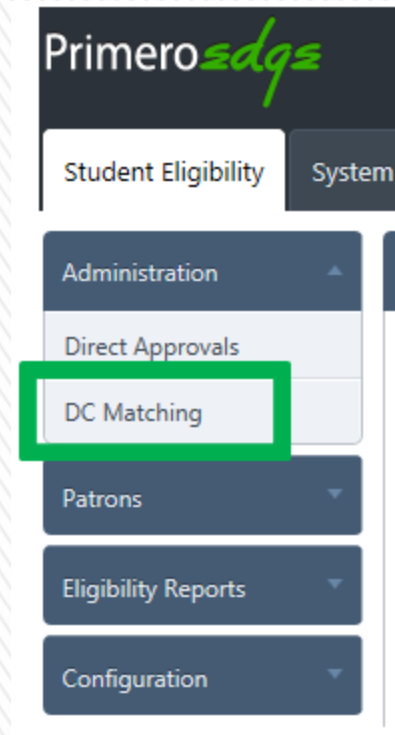
How do I find my direct certification list??

1. Log into iMATCH
- 2. Click Student Eligibility**
3. Select DC Matching



How do I find my direct certification list??

1. Log into iMATCH
2. Click Student Eligibility
- 3. Select DC Matching**



How do I find my direct certification list??

4. Click Previously Matched tab

The screenshot shows the 'Student Eligibility' system interface. On the left is a sidebar menu with options: Administration, Direct Approvals, DC Matching, Patrons, Eligibility Reports, and Configuration. The main content area is titled 'DC Matching' and features four tabs: 'Sibling Match', 'Unmatched', 'Previously Matched' (which is highlighted with a green rectangular box), and 'State Search'. Below the tabs is a 'Method' section with four radio button options: 'By Household' (selected), 'By Address', 'By Guardian', and 'Manual'. An 'Apply' button is located to the right of these options. At the bottom of the main content area, there is a section header 'Sibling Matches by Household'.



How do I find my direct certification list??

5. Select all **Match Methods**

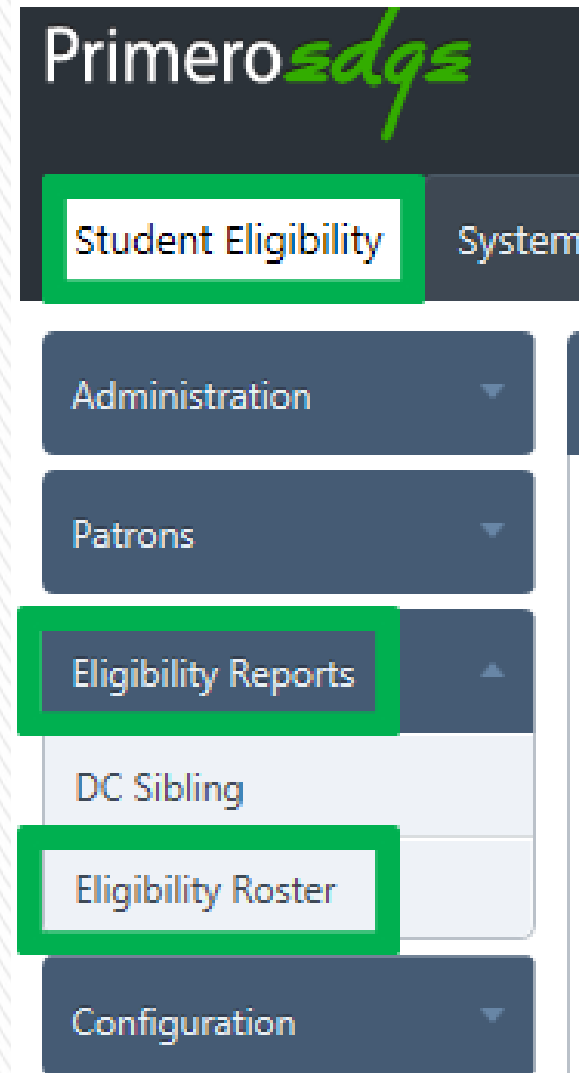
- This will require checking the System and Transfer box

6. Click **Apply**

The screenshot shows the 'DC Matching' interface. On the left is a sidebar with navigation links: 'Student Eligibility' (selected), 'System', 'Administration', 'Direct Approvals', 'DC Matching', 'Patrons', 'Eligibility Reports', and 'Configuration'. The main area has tabs for 'Sibling Match', 'Unmatched', 'Previously Matched', and 'State Search'. Below the tabs are search filters: 'Academic Year' (2015 - 2016), 'Site Code' (-- All --), 'Site' (-- All --), 'SSN / Student ID', 'Last Name', 'First Name', 'Grade' (--All--), and 'Status' (Active). At the bottom, there are 'From' and 'To' date pickers. A green box highlights the 'Match Method' section, which includes a header with an information icon and four checked checkboxes: 'System', 'Sibling', 'Manual', and 'Transfers'. Another green box highlights the 'Apply' button at the bottom left of the main area, next to a 'Reset' button.

How can I get my direct certification list by site?

- » Select **Student Eligibility**,
- » Select **Eligibility Reports**,
- » Then select **Eligibility Roster**



After selecting Eligibility Roster...

- » In Eligibility, **Uncheck** Reduced and Paid
- » In Reason, **Uncheck** Default
- » **Select** Generate Report

Eligibility

<input checked="" type="checkbox"/> Free
<input type="checkbox"/> Reduced
<input type="checkbox"/> Paid

Reason

<input checked="" type="checkbox"/> Uncheck All		
<input checked="" type="checkbox"/> Categorical	<input checked="" type="checkbox"/> Even Start	<input checked="" type="checkbox"/> Pre-Approval
<input checked="" type="checkbox"/> CEP Transfer	<input checked="" type="checkbox"/> Foster	<input checked="" type="checkbox"/> Principal Approved
<input checked="" type="checkbox"/> DC Foster	<input checked="" type="checkbox"/> Grace Period	<input checked="" type="checkbox"/> RCCI
<input checked="" type="checkbox"/> DC Medicaid	<input checked="" type="checkbox"/> Head Start	<input checked="" type="checkbox"/> Refused Benefits
<input checked="" type="checkbox"/> DC SNAP	<input checked="" type="checkbox"/> Homeless	<input checked="" type="checkbox"/> Removed
<input checked="" type="checkbox"/> DC Unmatched	<input checked="" type="checkbox"/> Import	<input checked="" type="checkbox"/> Runaway
<input type="checkbox"/> Default	<input checked="" type="checkbox"/> Income	<input checked="" type="checkbox"/> Transfer
<input checked="" type="checkbox"/> Denied	<input checked="" type="checkbox"/> Migrant	<input checked="" type="checkbox"/> Verification
<input checked="" type="checkbox"/> Direct Cert		

Generate Report

Searching for a Student – Previously Matched

DC Matching

Sibling Match

Unmatched

Previously Matched

State Search

Academic Year

2015 - 2016

Site Code

-- All --

Site

-- All --

SSN / Student ID

Last Name

LASTNAME

First Name

Grade

--All--

Status

Active

From

To

Match Method



System



Sibling



Manual



Transfers

Apply

Reset

Searching for a Student – Unmatched

DC Matching

Sibling Match

Unmatched


Previously Matched

State Search

Unmatched

☐ All ☐ Reviewed ☒ Not Reviewed

Export to Excel

 Refresh

ID on file	Last Name on file	First Name on file	Grade on file	Birth Date	Case Number	Probability %	Lookup	Review Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		



Searching for a Student – State Search

Student Eligibility

System

Administration

Direct Approvals

DC Matching

Patrons

Eligibility Reports

DC Sibling

Eligibility Roster

Configuration

DC Matching

Sibling Match

Unmatched

Previously Matched

State Search

Search By

☐ SSN and Birth Date

☐ Name and Birth Date

☒ Case Number

Case Number

Search

Students

Student ID	Last Name	First Name
No records to display.		

Searching for a student – Sibling Match

DC Matching

Sibling Match Unmatched Previously Matched State Search

Method

☒ By Household ☐ By Address ☐ By Guardian ☐ Manual

Apply

Sibling Matches by Household							
							Refresh
Matching Approval	Address	<input type="checkbox"/>	Student ID	Last Name	First Name	Site	Grade
			<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
No records to display.							



More Training available?

Amigo ?

District Realm: Aberdeen 06-1 | Year Begin

Dashboard

Messages

| My Profile

| Logout

Dashboard

Announcements

Date	Title
9/17/2015	PrimeroEdge has been updated to 5.11.4
9/15/2015	Link to Training Video
8/21/2015	Directly Certifying Students Before Student Enrollment is Reported to State Infinite Campus
8/17/2015	PrimeroEdge Training Document
2/2/2015	Quick Instructions for exporting eligibility file
5/23/2014	Font Installer
5/23/2014	Viewing Reports / Letters
5/23/2014	Student Eligibility Direct Certification Video
5/22/2014	User Manuals
5/21/2014	Support Contact Information



» For a Password Reset or Help:

- > iCAN send an email to
DOE.iCANHelp@state.sd.us
- > iMATCH send an email to
DOE.SchoolLunch@state.sd.us
- > Call: **(605) 773-3413**

Thank you!

